



**BUREAU OF ADMINISTRATION
OFFICE OF THE STATE ENGINEER**

Joe Foss Building
523 East Capitol Avenue
Pierre, South Dakota 57501-3182
Phone: 605.773.3466
Fax: 605.773.5980
<http://boa.sd.gov/divisions/engineer/>

MEMORANDUM

DATE: December 28, 2015

FROM: Kristi Honeywell, P.E.

RE: Chiller Study and Replacement
Human Services Center
Yankton, SD
OSE# H1316--04X/HSMR

The Office of the State Engineer, on behalf of the Bureau of Administration, is soliciting Statements of Interest from firms interested in providing professional engineering services for the project referenced above. Your firm has expressed interest in projects of this size and type in the Yankton area.

The project scope will involve the design, bid, and construction for the chiller study and replacement at the South Dakota Human Services Center in Yankton, SD. The project will need to be completed before the weather changes and the chiller is needed.

The total budget for the project is \$11,000 and includes the study and cost estimate fee. The budget could increase depending on the solution which is determined to be best.

Firms desiring to be considered for providing professional services for this project should send a Statement of interest that outlines their qualifications and experience for this project. Statements of Interest should include at a minimum:

- Specialized expertise, capabilities, and technical competence as demonstrated by the proposed approach and the methodology to meet the project requirements (25%)
- Resources available to perform the work, including any specialized services, within the specified time limits for the project. Include resumes of all personnel, including sub-consultants who will be assigned to this project for the entire duration (20%)
- Record of past performance, including price and cost data from previous projects, quality of

work, ability to meet schedules, cost control, and contract administration (15%)

- Ability and proven history in handling special project constraints. (15%)
- Proposed project management techniques (10%)
- Availability to project locale (5%)
- Familiarity with project locale (10%)

A technical review committee will select the firm based on the seven criteria shown.

Firms wanting additional site/project information should contact Jeff Dressen at (605) 661-3230 or jeff.dressen@state.sd.us.

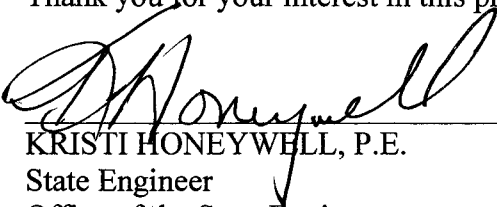
Copies of the Statement of Interest must be submitted by 1/13/16 at 4:00 PM CT on recyclable hard copy along with an electronic copy (media or e-mail attachment) to each of the following:

Gordon Hollenbeck
Office of the State Engineer
523 E Capitol
Pierre, SD 57501-3182

Jeff Dressen
Human Services Center
3515 N. Broadway Ave
Yankton, SD 57078

Questions may also be submitted to Gordon Hollenbeck at (605) 773-3893 or Gordon.hollenbeck@state.sd.us.

Thank you for your interest in this project.



KRISTI HONEYWELL, P.E.
State Engineer
Office of the State Engineer

Cc: Jeff Dressen - HSC
Todd Quatier - HSC
Gordon Hollenbeck - OSE
Project File